

DEPARTMENTAL MANAGEMENT

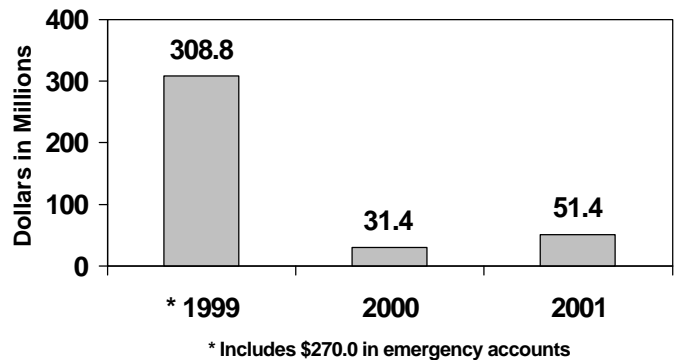
Good management continues to be a cornerstone for the Department and a high priority for the Secretary. We are proposing an improved management structure that is based on feedback and oversight from the Office of Management and Budget, Departmental bureau heads, the Inspector General and the General Accounting Office. This revised structure will more accurately reflect the activities funded and provide a more transparent view of the Department's critical management activities. To describe more accurately the activities funded, we propose to change the name of General Administration to Departmental Management (DM). We are also proposing to set up two new sub-accounts under Departmental Management: Security and Digital Department.

The new Security account reflects our consolidation of critical security functions into one centrally managed function. It will total \$13.3 million, \$11.3 million of which is transferred from the Working Capital Fund (WCF) where it was funded by the bureaus and Departmental Management Salaries and Expenses. Digital Department, totaling \$5.8 million, will fund critically needed improvements to the Department's telecommunications and information infrastructure located in the Hoover Building. Finally, to provide a more transparent view to stakeholders, we are proposing to hold the WCF at a stable level from FY 2000 to FY 2001.

Within Departmental Management, the Salaries and Expenses account provides funding for the Secretary, Deputy Secretary, and support staff. Responsibilities involve policy development and implementation affecting U.S. and international activities as well as establishing internal goals and operations of the Department. The functions include serving as the primary liaison with the executive branch, Congress and private sector groups, and acting as the management and administrative control point for the Department.

Departmental Management also contains the Emergency Steel, Oil and Gas Loan Guarantee Programs. As required by the Federal Credit Reform Act of 1990, a non-budgetary financing account and a program account to record subsidy and administrative costs have been established. The steel loan guaran-

DM Funding



tee limit is not to exceed \$1 billion and the oil and gas is not to exceed \$500 million.

Performance Measures: Departmental Management - Performs Departmental planning, establishes Departmental policies, and provides administrative guidance and performance oversight to accomplish the Departmental mission.

Security - Effectively protects the personnel, facilities, infrastructure, and information that constitute the Department of Commerce through risk management. Will include: promulgation of effective policies; compliance reviews conducted; multidisciplinary security operations support to the Office of the Secretary, bureaus, and operating unit; Secretarial trips supported; and facility vulnerability assessments completed.

Digital Department - In order to accomplish the objectives and goals of the Digital Department, affinity groups will be established to identify projects and schedule resource requirements; implementation plans will be completed; standard sets for hardware and software purchases will be developed; and antiquated cabling and network infrastructure will be replaced.

SUMMARY OF APPROPRIATIONS

(Dollars in Thousands)

Funding Levels

Appropriation	<u>1999</u>	<u>2000</u>	2001 <u>Estimate</u>	Increase <u>(Decrease)</u>
Salaries and Expenses	\$29,937	\$31,392	\$32,340	\$948
Digital Department	0	0	5,800	5,800
Security	0	0	13,268	13,268
Emergency Steel Guar. Loan Subsidy	140,000	0	0	
Administration Costs	5,000	0	0	0
Emergency Oil and Gas Loan Subsidy	122,500	0	0	0
Administration Costs	2,500	0	0	0
Total Appropriation	299,937	31,392	51,408	20,016
Transfer of Y2K Funds (P.L. 105-277)	6,350	0	0	0
Transfer of AID Funds (P.L. 87-95)	2,516	0	0	0
TOTAL BUDGET AUTHORITY	308,803	31,392	51,408	20,016

PERMANENT POSITIONS

Salaries and Expenses	221	230	223	(7)
Digital Department	0	0	0	0
Security	0	0	154	154
Reimbursable	48	48	48	0
Working Capital Fund	741	781	651	(130)
Franchise Fund	31	34	34	0
Total Appropriation	1,041	1,093	1,110	17

HIGHLIGHTS OF BUDGET CHANGES

APPROPRIATION: Salaries and Expenses

Summary of Requirements

	<u>Detailed</u>		<u>Summary</u>	
	<u>Perm Pos.</u>	<u>Amount</u>	<u>Perm Pos.</u>	<u>Amount</u>
2000 Enacted			230	\$31,392
Adjustments to Base				
<u>Adjustments</u>				
Security adjustment			(7)	(497)
Transfer of CAMS to NIST/FARS				(151)
Transfer of GA Security from bureaus				(90)
Other Changes				
2000 Pay raise		\$279		
2001 Pay raise		545		
Payment to the Working Capital Fund		124		
Within-grade step increases		260		
One less compensable day		(75)		
Civil Service Retirement System (CSRS)		24		
Federal Employees' Retirement System (FERS)		(31)		
Thrift Savings Plan		(5)		
Federal Insurance Contributions Act (FICA) -OASDI		28		
Health insurance		72		
Employees' Compensation Fund		(18)		
Travel		13		
Rent payments to GSA		71		
Printing and reproduction		2		
NARA Storage and Maintenance		(4)		
Other services:				
Working Capital Fund		89		
Executive Development and Leadership Training		180		
Commerce Administrative Management System (CAMS)		95		
General Pricing Level Adjustments				
Communications, Utilities, & misc.		4		
Other services		21		
Supplies		3		
Equipment		8		
Rental payments to others		1		
Subtotal, other cost changes			0	1,686
TOTAL, ADJUSTMENTS TO BASE			(7)	948
2001 Base			223	32,340
Program Changes			0	0
2001 APPROPRIATION			223	32,340

Comparison by Activity

	2000 Currently Avail		2001 Base		2001 Estimate		Increase / Decrease	
	Perm Pos	Amount	Perm Pos	Amount	Perm Pos	Amount	Perm Pos	Amount
DIRECT OBLIGATIONS								
Executive Direction	93	\$13,718	93	\$13,262	93	\$13,262	0	\$0
Departmental Staff Services	137	22,812	130	19,078	130	19,078	0	0
TOTAL DIRECT OBLIGATIONS	230	36,530	223	32,340	223	32,340	0	0
REIMBURSABLE OBLIGATIONS	48	348,000	48	358,000	48	358,000	0	0
TOTAL OBLIGATIONS	278	384,530	271	390,340	271	390,340	0	0
FINANCING								
Unobligated balance, start of year		(5,138)						
Offsetting collections from:								
Federal funds	(48)	(348,000)			(48)	(358,000)		
Non-Federal sources								
Subtotal, financing	(48)	(353,138)			(48)	(358,000)		
TOTAL BUDGET AUTHORITY	230	31,392			223	32,340		
Transferred from other accounts		0				0		
TOTAL APPROPRIATION	230	31,392			223	32,340		

APPROPRIATION: Digital Department

Summary of Requirements

	<u>Detailed</u>		<u>Summary</u>	
	<u>Perm Pos</u>	<u>Amount</u>	<u>Perm Pos</u>	<u>Amount</u>
2000 Enacted			0	\$0
Adjustments to Base				
2001 Base			0	0
Program Changes			0	5,800
2001 APPROPRIATION			0	5,800

Comparison by Activity

	<u>2000 Currently Avail</u>		<u>2001 Base</u>		<u>2001 Estimate</u>		<u>Increase / Decrease</u>	
	<u>Perm Pos</u>	<u>Amount</u>	<u>Perm Pos</u>	<u>Amount</u>	<u>Perm Pos</u>	<u>Amount</u>	<u>Perm Pos</u>	<u>Amount</u>
DIRECT OBLIGATIONS								
Chief Information Office	0	0	0	0	0	5,800	0	5,800
TOTAL DIRECT OBLIGATIONS	0	0	0	0	0	5,800	0	5,800
REIMBURSABLE OBLIGATIONS	0	0	0	0	0	0	0	0
TOTAL OBLIGATIONS	0	0	0	0	0	5,800	0	5,800
FINANCING								
Unobligated balance, start of year		0						
Offsetting collections from:								
Federal funds	0	0			0	0		
Subtotal, financing	0	0			0	0		
TOTAL BUDGET AUTHORITY	0	0			0	5,800		

Highlights of Program Changes

	<u>Base</u>		<u>Increase / Decrease</u>	
	<u>Permanent Positions</u>	<u>Amount</u>	<u>Permanent Positions</u>	<u>Amount</u>
Digital Department	0	0	0	+\$5,800

The requested funding (+0 pos.; +\$5,800) will provide resources necessary to move the Commerce Department from paper-based administrative systems and transactions to on-line interactions with customers and employees. \$800,000 will provide resources for deployment of the web-based procurement and human resources system.

APPROPRIATION: Security

Summary of Requirements

	<u>Detailed</u>		<u>Summary</u>	
	<u>Perm Pos</u>	<u>Amount</u>	<u>Perm Pos</u>	<u>Amount</u>
2000 Enacted			0	\$0
Adjustments to Base				
<u>Adjustments</u>				
Transfer from WCF funded by Bureaus			130	10,824
Transfer from GA S&E			7	497
Other Changes				
2000 Pay raise		\$86		
2001 Pay raise		209		
Within-grade step increases		55		
One less compensable day		(29)		
Civil Service Retirement System(CSRS)		9		
Federal Employees' Retirement System(FERS)		(12)		
Thrift Savings Plan		(2)		
Federal Insurance Contributions Act (FICA) -OASDI		(7)		
Health insurance		35		
Travel		7		
Rent payments to GSA		11		
Printing and reproduction		1		
General Pricing Level Adjustment:				
Communications, Utilities, & misc.		1		
Other services		18		
Supplies		3		
Equipment		12		
Subtotal, other cost changes			0	397
TOTAL, ADJUSTMENTS TO BASE			137	11,718
2001 Base			137	11,718
Program Changes			17	1,550
2001 APPROPRIATION			154	13,268

Comparison by Activity

	2000 Currently Avail		2001 Base		2001 Estimate		Increase / Decrease	
	<u>Perm Pos</u>	<u>Amount</u>	<u>Perm Pos</u>	<u>Amount</u>	<u>Perm Pos</u>	<u>Amount</u>	<u>Perm Pos</u>	<u>Amount</u>
DIRECT OBLIGATIONS								
Department Security Office	0	0	137	11,718	154	13,268	17	1,550
TOTAL DIRECT OBLIGATIONS	0	0	137	11,718	154	13,268	17	1,550
REIMBURSABLE OBLIGATIONS	0	0	0	8,882	0	8,882	0	0
TOTAL OBLIGATIONS	0	0	137	20,600	154	22,150	17	1,550
FINANCING								
Unobligated balance, start of year								
Offsetting collections from:								
Federal funds	0	0			0	(8,882)		
Non-Federal sources								
Subtotal, financing	0	0			0	(8,882)		
TOTAL BUDGET AUTHORITY	0	0			154	13,268		
Transferred from other accounts		0				0		
TOTAL APPROPRIATION	0	0			154	13,268		

Highlights of Program Changes

	<u>Base</u>		<u>Increase / Decrease</u>	
	<u>Permanent Positions</u>	<u>Amount</u>	<u>Permanent Positions</u>	<u>Amount</u>
Security	137	\$11,718	+17	+\$1,550

The requested funding (+17 pos.; +\$1,550) will provide resources necessary to carry out statutory and regulatory requirements and to support the Department's objectives.

APPROPRIATION: Emergency Steel Loan Guarantee Program

Comparison by Activity

	2000 Currently Avail		2001 Base		2001 Estimate		Increase / Decrease	
	Perm Pos	Amount	Perm Pos	Amount	Perm Pos	Amount	Perm Pos	Amount
DIRECT OBLIGATIONS								
Subsidy/Admin. Expenses	0	\$145,000	0	\$0	0	\$0	0	\$0
TOTAL DIRECT OBLIGATIONS	0	145,000	0	0	0	0	0	0
REIMBURSABLE OBLIGATIONS	0	0	0	0	0	0	0	0
TOTAL OBLIGATIONS	0	145,000	0	0	0	0	0	0
FINANCING								
Unobligated balance, start of year		(145,000)						
Offsetting collections from:								
Federal funds	0	0			0	0		
Non-Federal sources								
Subtotal, financing	0	0			0	0		
TOTAL BUDGET AUTHORITY	0	0			0	0		

APPROPRIATION: Emergency Oil and Gas Loan Guarantee Program

Comparison by Activity

	2000 Currently Avail		2001 Base		2001 Estimate		Increase / Decrease	
	Perm Pos	Amount	Perm Pos	Amount	Perm Pos	Amount	Perm Pos	Amount
DIRECT OBLIGATIONS								
Subsidy/Admin. Expenses	0	\$125,000	0	\$0	0	\$0	0	\$0
TOTAL DIRECT OBLIGATIONS	0	125,000	0	0	0	0	0	0
REIMBURSABLE OBLIGATIONS	0	0	0	0	0	0	0	0
TOTAL OBLIGATIONS	0	125,000	0	0	0	0	0	0
FINANCING								
Unobligated balance, start of year		(125,000)						
Offsetting collections from:								
Federal funds	0	0			0	0		
Non-Federal sources								
Subtotal, financing	0	0			0	0		
TOTAL BUDGET AUTHORITY	0	0			0	0		